



State of Connecticut

DEPARTMENT OF PUBLIC SAFETY

Division of Fire, Emergency and Building Services

Office of Education and Data Management



Spring 2007

Career Development P r o g r a m s

Continuing Education for Code Officials, Design & Trade Professionals

About The Office of Education and Data Management

In coordination with the Office of State Fire Marshal and the Office of State Building Inspector, we are responsible for the administration of the licensure and certification of local building and fire code officials in accordance with Connecticut General Statutes. The Office also provides continuing education training to code officials and allied design and trade professionals as required by state statutes.

Our Funding

Educational programs are made possible through the Code Training and Education Fund. Revenue for the fund comes from assessments on building permits.

Register Early

Space is limited—seats are reserved on a first-come, first-served basis.

MORNING, DAY AND EVENING CLASSES SCHEDULED THROUGHOUT THE STATE FOR YOUR CONVENIENCE



State of Connecticut

DEPARTMENT OF PUBLIC SAFETY

Division of Fire, Emergency and Building Services
Office of Education and Data Management

Registration Form—
Spring 2007 Career
Development Programs

☐ Check here if your data information is NEW

Please print clearly

Name _____
first middle initial last

Mailing Address _____
city state zip

Daytime Phone _____ Fax _____ Email _____

Please check the category of your official license or certification

☐ Building

☐ Fire

☐ Design and Trade

Course Selection

Please circle your course selections below. Class codes designate locations found on the seminar schedule.

Classes for Building and Fire Officials, and Design and Trade Professionals

975	976	977	978	979	980	Juvenile Fire Starters	
927	928	929				NIMS IS 100: Introduction to Incident Command System	Two Evening Sessions
925	926					ICC: Increasing the Credibility of the Code Official	
981	982	983	984	985	986	NFPA 101 Chapter 33: Existing Residential Board and Care	
961	962	963	964			Residential Accessibility Scoping Requirements and Demolition 101	
965	966	967	968			Swimming Pools, Spas, Fountains and Similar Installations	
969	970					ICC: The Permit Counter Skills and Strategies for the Front Line	
930	931	932	933			NIMS IS 100: Introduction to Incident Command System	One Day
934	935	936	937			Active Fire Protection Features of Chapter 9 of the 2003 IBC	
987	988	989	990	991		FSCG Part IV and Part V	
992	993	994	995	996	997	Fire Investigation: Evidence Collection and Preservation	
938	939					ICC: Customer Service for Code Administration	
940	941	942	943	944	945	946	NIMS IS 700: National Incident Management System
947	948	949	950	951	952		Automatic Fire Sprinkler Systems
953	954						ICC: Communications for Code Administrators
955	956	957	958	959	960		NFPA 1 Chapter 16: Safeguards During Building Construction
971	972	973	974				IMC Chapter 11: Refrigeration

To Register

Our preferred method of registration is by fax

Please fax your registration to 860.685.8611

Or mail your registration

OEDM, Career Development, 3-C

1111 Country Club Road, Middletown, CT 06457-2389

Class size is limited. Please register early to reserve your space.

This form may be submitted for all classes, or copied and submitted for each class requested.

Spring 2007 Career Development Programs

Juvenile Fire Starters				Brian Mello
975	Thursday, January 4	9 am—noon	Sandy Hook Fire Department, 18 Riverside Road, Newtown	
976	Tuesday, January 9	6:30—9:30 pm	South District Fire Department, 444 Randolph Road, Middletown	
977	Thursday, January 11	9 am—noon	Blue Hills Fire Department, 1021 Blue Hills Avenue, Bloomfield	
978	Thursday, January 18	9 am—noon	Waterford Town Hall, 24 Rope Ferry Road, Waterford	
979	Tuesday, January 23	6:30—9:30 pm	Eastern Connecticut Fire School, Firemens' School Road (Lafayette Street), Willimantic	
980	Thursday, January 25	6:30—9:30 pm	Vogel-Wetmore School, 68 Church Street, Torrington	
NIMS IS 100: Introduction to Incident Command System <i>offered in two evening sessions</i>				NIMS Instructor
927	Monday, January 8 & 22	6:30—9:30 pm	Vogel-Wetmore School, 68 Church Street, Torrington	
928	Monday, February 5 & 12	6:30—9:30 pm	Eastern Connecticut Fire School, Firemens' School Road (Lafayette Street), Willimantic	
929	Monday, February 19 & 26	6:30—9:30 pm	Guilford FD Public Safety Complex, 390 Church Street, Guilford	
ICC: Increasing the Credibility of the Code Official				ICC Instructor
925	Monday, January 29	9 am—4 pm	East Hartford Community Center, 50 Chapman Street, East Hartford	
926	Tuesday, January 30	9 am—4 pm	New Haven Regional Fire Training Academy, 230 Ella Grasso Boulevard, New Haven	
NFPA 101 Chapter 33: Existing Residential Board and Care				Terri Trenholm
981	Thursday, February 1	9 am—noon	Easton Fire Department, Route 59 and Center Road, Easton	
982	Tuesday, February 6	6:30—9:30 pm	Thomaston Volunteer Fire Department, 245 South Main Street, Thomaston	
983	Thursday, February 8	9 am—noon	South Windsor Volunteer FD Head Quarters, Ellington Road/Route 30, South Windsor	
984	Thursday, February 15	9 am—noon	Waterford Town Hall, 24 Rope Ferry Road, Waterford	
985	Thursday, February 22	6:30—9:30 pm	Eagleville Fire Department, Route 32, Mansfield	
986	Tuesday, February 27	6:30—9:30 pm	Guilford FD Public Safety Complex, 390 Church Street, Guilford	
Residential Accessibility Scoping Requirements and Demolition 101				Christopher Laux
961	Wednesday, February 7	9:30—12:30	Norwalk City Hall, 125 East Avenue, Norwalk	
962	Wednesday, February 21	9 am—noon	Prospect Fire Department, 26 New Haven Road (Route 69), Prospect	
963	Monday, March 12	9 am—noon	East Hartford Community Center, 50 Chapman Street, East Hartford	
964	Wednesday, April 4	9 am—noon	Colchester Town Hall, 127 Norwich Avenue, Colchester	
Swimming Pools, Spas, Hot Tubs, Fountains and Similar Installations				Earl Dean
965	Monday, March 5	9 am—noon	Canton Library Community Center, 40 Dyer Avenue, Collinsville	
966	Friday, March 16	9 am—noon	Prospect Fire Department, 26 New Haven Road (Route 69), Prospect	
967	Monday, April 16	9 am—noon	Colchester Town Hall, 127 Norwich Avenue, Colchester	
968	Monday, April 23	9 am—noon	Norwalk City Hall, 125 East Avenue, Norwalk	
ICC: The Permit Counter—Skills and Strategies for the Front Line				ICC Instructor
969	Wednesday, March 7	9 am—4pm	Colchester Town Hall, 127 Norwich Avenue, Colchester	
970	Thursday, March 29	9 am—4pm	Coe Park Civic Center, 101 Litchfield Street, Torrington	
NIMS IS 100: Introduction to Incident Command System				NIMS Instructor
930	Saturday, March 10	9 am—4 pm	Department of Public Safety Head Quarters, 1111Country Club Road, Middletown	
931	Monday, April 9	9 am—4 pm	Connecticut Fire Academy, Perimeter Road, Windsor Locks	
932	Wednesday, April 11	9 am—4 pm	New Haven Regional Fire Training Academy, 230 Ella Grasso Boulevard, New Haven	
933	Friday, April 13	9 am—4 pm	Mystic Fire Department, 34 Broadway, Mystic	
Active Fire Protection Features of Chapter 9 of the 2003 IBC				Christopher Laux
934	Wednesday, March 14	9 am—noon	Colchester Town Hall, 127 Norwich Avenue, Colchester	
935	Wednesday, March 21	9 am—noon	Prospect Fire Department, 26 New Haven Road (Route 69), Prospect	
936	Wednesday, May 2	9 am—noon	Canton Library Community Center, 40 Dyer Avenue, Collinsville	
937	Wednesday, May 9	9 am—noon	East Haven FD, Foxon Station 3, 1480 North High Street (at Route 80), East Haven	

FSCG Part IV and Part V				Joseph Versteeg
987	Thursday, March 22	9 am—4 pm	Canton Library Community Center, 40 Dyer Avenue, Collinsville	
988	Friday, March 23	9 am—4 pm	East Haven FD, Foxon Station 3, 1480 North High Street (at Route 80), East Haven	
989	Saturday, March 24	9 am—4 pm	Colchester Town Hall, 127 Norwich Avenue, Colchester	
990	Mon&Tuesday, March 26 & 27	6:30—9:30 pm	South District Fire Department, 444 Randolph Road, Middletown	
991	Wednesday, March 28	9 am—4 pm	Mystic Fire Department, 34 Broadway, Mystic	
Fire Investigation: Evidence Collection and Preservation				John Sawyer
992	Tuesday, April 10	6:30—9:30 pm	Coe Park Civic Center, 101 Litchfield Street, Torrington	
993	Thursday, April 12	9 am—noon	Plainville Fire Department, 77 West Main Street, Plainville	
994	Thursday, April 19	9 am—noon	Mystic Fire Department, 34 Broadway, Mystic	
995	Tuesday, April 24	6:30—9:30 pm	Guilford FD Public Safety Complex, 390 Church Street, Guilford	
996	Thursday, April 26	6:30—9:30 pm	Eagleville Fire Department, Route 32, Mansfield	
997	Friday, April 27	9 am—noon	Sandy Hook Fire Department, 18 Riverside Road, Newtown	
ICC: Customer Service for Code Administration				ICC Instructor
938	Wednesday, April 18	9:30—4:30 pm	Norwalk City Hall, 125 East Avenue, Norwalk	
939	Wednesday, April 25	9 am—4 pm	Colchester Town Hall, 127 Norwich Avenue, Colchester	
NIMS IS 700: National Incident Management System				NIMS Instructor
940	Friday, April 20	6:30—9:30 pm	Eastern Connecticut Fire School, Firemens' School Road (Lafayette Street), Willimantic	
941	Saturday, April 21	9 am—noon	Department of Public Safety Head Quarters, 1111Country Club Road, Middletown	
942	Friday, May 4	9 am—noon	Connecticut Fire Academy, Perimeter Road, Windsor Locks	
943	Monday, May 7	9 am—noon	New Haven Regional Fire Training Academy, 230 Ella Grasso Boulevard, New Haven	
944	Friday, May 11	9 am—noon	Mystic Fire Department, 34 Broadway, Mystic	
945	Wednesday, May 16	6:30—9:30 pm	Guilford FD Public Safety Complex, 390 Church Street, Guilford	
946	Thursday, May 24	6:30—9:30 pm	Thomaston Volunteer Fire Department, 245 South Main Street, Thomaston	
Automatic Fire Sprinkler Systems				Ignatius Kapalczynski and Joseph Kingston
947	Tuesday, May 1	9 am—noon	Easton Fire Department, Route 59 and Center Road, Easton	
948	Thursday, May 3	9 am—noon	South Windsor Volunteer FD Head Quarters, Ellington Road/Route 30, South Windsor	
949	Tuesday, May 8	6:30—9:30 pm	Thomaston Volunteer Fire Department, 245 South Main Street, Thomaston	
950	Thursday, May 10	9 am—noon	Mystic Fire Department, 34 Broadway, Mystic	
951	Tuesday, May 15	6:30—9:30 pm	Eastern Connecticut Fire School, Firemens' School Road (Lafayette Street), Willimantic	
952	Thursday, May 17	6:30—9:30 pm	South District Fire Department, 444 Randolph Road, Middletown	
ICC: Communications for Code Administrators				ICC Instructor
953	Tuesday, May 22	9 am—4 pm	Blue Hills Fire Department, 1021 Blue Hills Avenue, Bloomfield	
954	Wednesday, May 23	9 am—4 pm	Guilford FD Public Safety Complex, 390 Church Street, Guilford	
NFPA 1 Chapter 16: Safeguards During Building Construction				Michael Gilbertie
955	Tuesday, June 5	9 am—noon	Easton Fire Department, Route 59 and Center Road, Easton	
956	Thursday, June 7	6:30—9:30 pm	Westfield Fire District, 653 East Street, Middletown	
957	Tuesday, June 12	6:30—9:30 pm	Thomaston Volunteer FD, 245 South Main Street, Thomaston	
958	Thursday, June 14	6:30—9:30 pm	Eagleville Fire Department, Route 32, Mansfield	
959	Tuesday, June 19	9 am—noon	Waterford Town Hall, 24 Rope Ferry Road, Waterford	
960	Thursday, June 21	9 am—noon	Blue Hills Fire Department, 1021 Blue Hills Avenue, Bloomfield	
IMC Chapter 11: Refrigeration				Jack VanNess
971	Wednesday, June 13	9:30—12:30 pm	Norwalk City Hall, 125 East Avenue, Norwalk	
972	Friday, June 15	9 am—noon	Colchester Town Hall, 127 Norwich Avenue, Colchester	
973	Monday, June 18	9 am—noon	Prospect Fire Department, 26 New Haven Road (Route 69), Prospect	
974	Wednesday, June 20	9 am—noon	East Hartford Community Center, 50 Chapman Street, East Hartford	

Spring 2007 Career Development Programs

Classes for Building and Fire Officials, and Design and Trade Professionals

Seminar Content

Juvenile Fire Starters

Fire Officials

National and local statistics are telling us that juvenile arson is the number one crime committed by juveniles. This class will review current issues involving juvenile firesetting, effective strategies for handling firesetters and screening tools recommended to use while interviewing firesetters. An update on Certification of Juvenile Firesetter Specialist I and II will also be presented. *3 credits*

Your Instructor: Captain Brian Mello, State Juvenile Firesetter Program Coordinator

NIMS IS 100: Introduction to Incident Command System

Building & Fire Officials

(classes offered in both two-evening or one-day format)

This class will provide entry-level first responders with the required introduction to the basic components of the Incident Command System (ICS). Class topics include the purpose and features of ICS, and Incident Commander, command and general staff functions and responsibilities for on-scene emergency personnel. *6 credit NIMS classes are special offerings for Building and Fire Officials.*

Your Instructor: Connecticut Fire Academy Instructor

ICC: Increasing the Credibility of the Code Official

Building & Fire Officials

Success as a code enforcement professional is dependent upon credibility. Credibility and trust are necessary for effective relationships with the public. Credibility is taken into consideration by every person with whom you interact. This course will address weaknesses and strengths and develop an action plan that will enhance performance skills. *6 credits*

Your Instructor: International Code Council Instructor

NFPA 101 Chapter 33: Existing Residential Board and Care

Fire Officials

This program is intended to provide a general overview of the requirements specific to Existing Residential Board and Care Occupancies with a concentration on the changes in Chapter 33 of the NFPA 101, 2003 edition, the current Connecticut Supplement, as well as CFSC Part V Operating Features. *3 credits* *Your Instructor: Terri Trenholm, Fire and Life Safety Specialist, DPS*

Residential Accessibility

Building Officials

Scoping Requirements and State Demolition 101

These two separate subjects applicable to Building Officials, while not connected, are of equal importance. The requirements for accessible, Type A and Type B Dwelling Units in the residential and institutional occupancies, including making sense of the "exceptions," as cited in the 2005 State Building Code, will be presented. This will be followed by a discussion of the state demolition code, per the IBC and State Demolition Code, including the Building Official's duties and responsibilities as well as permit requirements. *3 credits*

Your Instructor: Christopher Laux, State Building Inspector, DPS

Swimming Pools, Spas,

Building Officials

Hot Tubs, Fountains and Similar Installations

Splash into spring and refresh your memory on the rules for pools. This seminar will review the electrical rules on swimming pools, hot tubs and fountains as contained in the 2005 edition of the National Electrical Code. *3 credits*

Your Instructor: Earl C. Dean, MCP, Trainer, OEDM, DPS

ICC: The Permit Counter—

Building Officials

Skills and Strategies for the Front Line

The Importance of counter staff as the public's first contact and how to provide the best level of customer service given staffing levels will be discussed. This course will use a practical application approach through team exercises. *6 credits*

Your Instructor: International Code Council Instructor

Active Fire Protection Features of Chapter 9 of the 2003 IBC

Building & Fire Officials

This class will explore the various active fire protection systems required by both the building code and the fire safety code. In addition to the systems themselves, the "triggers" that make such systems a requirement will be discussed. *3 credits*

Your Instructor: Christopher Laux, State Building Inspector, DPS

FSCG Part IV and Part V

Fire Officials

This program will provide an overview of the requirements that govern means of egress and fire protection features within the fundamental and occupancy chapters for select occupancy classifications. *6 credits*

Your Instructor: Joseph Versteeg, Fire Code Consultant, Pierz Associates

Fire Investigation: Evidence Collection and Preservation

Fire Officials

This class will discuss and focus on the proper legal aspects of the proper identification, collection, packaging and submission for testing and/or court presentations. Evidence containers, tools and how the investigator should handle various types of evidence will be covered. *3 Credits*

Your Instructor: Detective John Sawyer, Office of the State Fire Marshall, DPS

ICC: Communications for Code Administration

Building & Fire Officials

This class will provide information on techniques and resources that increase communication effectiveness. Verbal and written communication in completing code enforcement tasks will be examined. Information will be presented through examples, checklists and opportunities to practice skills. *6 credits*

Your Instructor: International Code Council Instructor

Participants are encouraged to bring the appropriate code books to enhance the learning process. Training materials will be provided.

Spring 2007 Career Development Programs

Classes for Building and Fire Officials, and Design and Trade Professionals

Seminar Content

NIMS IS 700 - National Incident Management System

Building & Fire Officials

On February 28, 2003, President Bush issued Homeland Security Presidential Directive-5. HSPD-5 directed the Secretary of Homeland Security to develop and administer a National Incident Management System (NIMS). NIMS provides a consistent nationwide template to enable all government, private-sector, and nongovernmental organizations to work together during domestic incidents. *3 credit NIMS classes are special offerings for Building and Fire Officials.*

Your Instructor: Connecticut Fire Academy Instructor

Automatic Fire Sprinkler Systems

Building & Fire Officials

This three-hour session will review the basics of hydraulic calculations and sprinkler plan review to determine the adequacy of sprinkler design. *3 credits*

Your Instructors: Ignatius Kapalczynski and Joseph Kingston, Fire and Life Safety Specialists, DPS

ICC: Customer Service for Code Administration

Building & Fire Officials

Customer service is the single most important factor in determining how successful an office is. It is the public's first contact with the building department. It also establishes the communication standards of an office's interaction with staff and other city departments. Interpersonal skills, which include one-to-one, telephone and e-mail, are just as necessary and important as the ability to explain basic code requirements to the public, read construction documents, maintain records and process permits. Customer service training should be viewed as an investment in excellence. *6 credits*

NFPA 1 Chapter 16: Safeguards During Construction

Building & Fire Officials

This program will outline measures for preventing or minimizing fire damage during construction, alteration, and demolition operations. Issues such as storage and equipment enclosures; control of processes and hazards such as hot work; temporary heating and fuel storage and waste disposal, as well as general requirements for temporary wiring and lighting, site security, and access for fire fighting, and on-site provision of first-aid fire-fighting equipment, will be discussed. *3 credits*

Your Instructor: Michael Gilbertie, Trainer, OEDM, DPS

IMC Chapter 11: Refrigeration

Building Officials

This seminar provides an in-depth review and discussion of code requirements affecting refrigerant and refrigeration systems. Systems used for preservation, manufacturing or environmental control—recovery, recycling and reclamation of refrigerant—are mandated by the code. Newer refrigerants, their unique properties and code requirements will also be discussed. *3 credits*

Your Instructor: John A. VanNess, Trainer, OEDM, DPS

Program Information

www.ct.gov/dps

Visit our web page for detailed directions to training facilities and updates on our training schedule.

Class Changes and Cancellations

The Office of Education and Data Management reserves the right to make any date or location change as necessary. If you have registered for a class, you will be notified if the class has been cancelled due to class size, or if the training site has been changed. Classes with less than 15 registrants may be cancelled.

Weather Cancellations

In the case of inclement weather, inquiries regarding class cancellations or delays may be directed to State Police Headquarters' Message Center after 6:30 a.m. at:

1.800.842.0200.

The following radio stations will carry cancellation or delay information:

- WTIC-AM NewsTalk (1080)
- WICH AM (1310)
- WCTY FM (97.7)
- WNLC FM (98.7)
- WKNL FM (100.9)
- WEZN FM (99.9) and online at **star999.com**



Parking Information

Blue Hills Fire Department

Please park behind the fire station.

Canton Library Community Center

Plenty of parking is available in back of the library. There is a back entrance to the building.

Colchester Town Hall

Please park in the side lots only—otherwise vehicles will be ticketed and towed. Overflow parking is available in the back section of the parking lot at Congregation Ahavath Achim on Lebanon Avenue.

Norwalk City Hall

You may park in Visitor Parking at the front of the building. Additional parking is available—from East Avenue, turn onto Eversley Avenue, take the fourth driveway on the left, and park in lots on the right.

Thomaston Volunteer Fire Department

Please park in the back of the fire station.

Acknowledgements

The Office of Education and Data Management would like to thank our host facilities for their support of our training programs. It is through their generous hospitality, flexibility and assistance that our classes are available statewide for the convenience of our Building and Fire Officials, and Design and Trade Professionals.